

MISSION FIRST...PEOPLE ALWAYS...ONE TEAM



SEVERE WEATHER OPERATIONAL CURTAILMENT



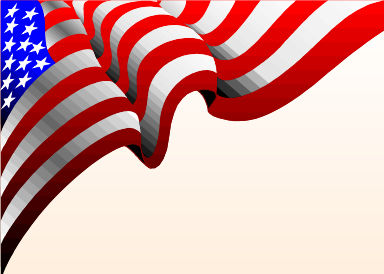
Definitions

- **MISSION ESSENTIAL PERSONNEL**
 - Those key service facility employees (determined by the appropriate commander or supervisor) which must be present to ensure mission accomplishment.
- **CRITICAL PERSONNEL**
 - Medical personnel, police, fire fighters and other personnel designated by the commander or appropriate supervisor. These personnel are those that are needed to maintain the safety and welfare of the post.



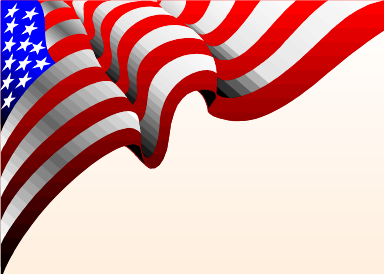
Operational Curtailment Codes and Responses

- **CODE ONE** - Only Critical and Mission Essential personnel are required to report for and/or remain on duty
- **CODE TWO**
 - Only Critical personnel are required to report for and/or remain on duty.
 - Service organizations are closed



Road Condition GREEN

- **Normal Level of Risk for Vehicular Operations.**
- **Criteria:**
 - Pavement dry
 - Normal traffic patterns
- **Recommended Courses of Action**
 - Maintain all normal post functions
 - Normal duty day – all employees report to work and depart on schedule.



Road Condition AMBER

- **Increased Risk of Vehicular Mishap due to Weather.**
- **Criteria**
 - Pavement wet or covered with up to three (3) inches of unplowed snow and/or patches of ice
 - Snow up to 12 inches with no additional accumulation expected and primary roads plowed/treated
 - Degraded traffic patterns
 - Secondary road closures
 - Several accidents in various areas
- **Recommended Courses of Action**
 - Maintain all normal post functions
 - Leader flexibility and discretion advised with regard to reporting times and departure to maximize travel in daylight and avoid peak travel periods or travel on unplowed road surfaces.
 - Late reporting/early departures dictated by specific circumstances



Road Condition RED

- **High Risk of Vehicular Mishap due to Weather.**
- **Criteria**
 - Accumulation between 3 to 12 inches of unplowed snow on roadways
 - Continuous additional snow accumulation over three inches regardless of plowing efforts
 - Limited mobility without four wheel drive or traction devices
 - Primary road closures
 - MP assets restricted to main cantonment area
- **Recommended Courses of Action**
 - Only mission essential personnel, critical personnel, and key leaders report to work or remain at work (CODE ONE).
 - Delayed reporting/early departure of personnel based upon circumstances at leader discretion
 - Military Police respond to emergencies only
 - Curtail all but mission critical NTV and tactical vehicle movement



Road Condition BLACK

- **Extreme Risk of Vehicular Mishap.**
- **Criteria**
 - Snow accumulation over 12 inches of unplowed snow
 - Continuous rapid accumulation of snow over 12 inches regardless of plowing efforts
 - Sheet ice or freezing rain
 - Limited mobility even with four wheel drive or traction devices
 - Primary road closures
 - Stranded motorists
- **Recommended Courses of Action**
 - Only critical personnel and selected key leaders report for duty or remain at work (CODE TWO)
 - Delayed reporting/early departure of personnel recommended based upon weather specifics and mission requirements at leader discretion
 - Military Police and Fire Department respond to emergencies only
 - Curtail all but emergency NTV and tactical vehicle movement



Weather Conditions

- **Proponent - 1st Weather Squadron.**
- **Reported direct to FOD, PW, and PM**
- **FOD posts log and notifies SGS when appropriate**

- **Weather Advisory - trace up to less than 3 inches**
- **Weather Watch - 3" or more within 24 hours**
- **Weather Warning - 3" or more within 12 hours**

- **Weather conditions, coupled with road conditions may influence Command Group decisions to curtail operations**

Duty/Non-Duty Hour Procedures



- 1st MP BDE/PMO notifies FOD of changed on post road conditions (road condition codes) plus weather forecast; as needed, provides off post road conditions for possible consideration in delayed arrival/early departure decision**
- FOD forwards information to GC, DGC, or DPTM for decision**
- FOD receives the decision from the GC, DGC, or DPTM**
 - If no curtailment, disseminates on post road condition information/code, minimally, via the Green Phone and to SGS**
 - Initiates notification of curtailment (Delay in reporting for duty, Code 1, or Code 2) to PAO, PM, SGS, and DPTM**



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Duty/Non-Duty Hour Procedures



- PAO issues news release to news media (e.g., TV and radio) of the curtailment decision or “delay in reporting for duty”**
- DPTM (thru FOD office) continues operational curtailment or “delay in reporting for duty” notification of I Corps and FT Lewis agencies, other Team Lewis agencies, and MAFB Command Post**



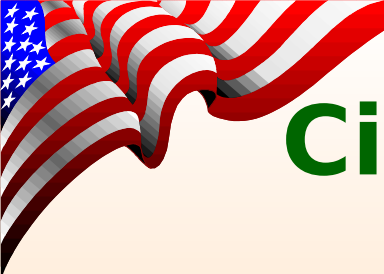
Key Points

- **During non-duty hours, the decision to curtail operations or delay reporting for duty should be made and forwarded to FOD by 0300 to ensure timely telephonic dissemination of the notification**
- **Organizations must identify who is mission essential and critical**
- **Telephone is the primary means of notification; FOD will use Green Phone and Rapid Reach**
- **FOD will monitor Rapid Reach responses**



Key Points

- **Organizations must use internal notification rosters to propagate the information throughout their organizations**
- **Alert AM 1500 Radio message generated by FOD**
- **Channel 21 alert banner generated by TSC**
- **Local radio and TV releases generated by PAO**

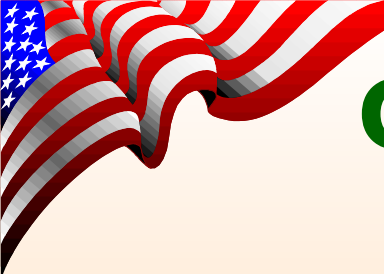


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Civilian Personnel Issues



- **Recommended early release/late report time due to inclement weather**
- **Adjustment of annual leave for civilian personnel on leave**
- **Use of administrative leave**



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Code ONE Notification
Messages

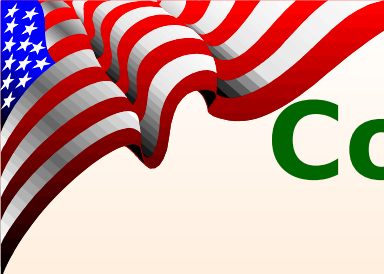


Morning Message

“Fort Lewis is operating under Operational Curtailment Code ONE. Only those soldiers and civilian workers designated as Critical or Mission Essential should report for duty at the normal hour.”

Afternoon Message

“Fort Lewis is operating under Operational Curtailment Code ONE. The I Corps and Fort Lewis Commanding General has authorized the staggered, early release of soldiers and civilian employees not designated as Critical or Mission Essential beginning at *(time of day)*.”



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Code ONE PAO Release



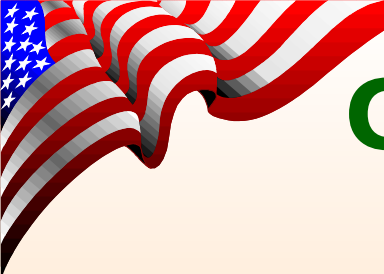
Morning Message

“Fort Lewis is operating with reduced staffing. Only those soldiers and civilian workers designated as Critical or Mission Essential should report for duty at the normal hour. Madigan employees should follow their standing operating procedures.”

Afternoon Message

“Fort Lewis is operating with reduced staffing. A staggered, early release of soldiers and civilian employees not designated as Critical or Mission Essential beginning at (*time of day*). Madigan employees should follow their standing operating procedures.”

09/04/16



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Code TWO Notification
Messages



Morning Message

“Fort Lewis is operating under Operational Curtailment Code TWO. Only those soldiers and civilian workers designated as Critical are to report for duty at the normal hour.”

Afternoon Message

“Fort Lewis is operating under Operational Curtailment Code ONE. The I Corps and Fort Lewis Commanding General has authorized the staggered, early release of soldiers and civilian employees not designated as Critical beginning at (*time of day*). All service organizations are closed.”

09/04/16



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Code TWO PAO Release

Message

“Fort Lewis is operating with reduced staffing. Only designated critical personnel should report for duty. The I Corps and Fort Lewis Commanding General has ordered all service operations closed. Madigan employees should follow their standing operating procedures.”

09/04/16



“Delay In Reporting for Duty” Message

Message

“Due to current road and weather conditions, non-mission essential or critical soldiers and civilian workers are authorized to report for duty at (insert time of day). Madigan Army Medical Center employees should follow their standing operating procedures.”